

CA-PMM

Project Name: CALPADS

OCIO Project #: 6110-92

Department: CDE

Revision Date: 6/5/09

Status Report

Current Status Report

Questions	Yes/No	Cause	Impact	Action Required
1. Were recent milestones completed on schedule?	Yes			
2. Were any key milestones or deliverables rescheduled?	Yes	UAT started several days late. Roll out of functions during the month required additional time and were delayed	Extended UAT schedule by 2 weeks.	Continue to monitor UAT progress. No impact on current production schedule.
3. Was work done that was not planned?	No			
4. Were there any changes to scope?	No			
5. Were tasks added that were not originally estimated?	No			
6. Were any tasks or milestones removed?	No			
7. Were any scheduled tasks not started?	No			
8. Are there any new major issues?	Yes	Pre-production environment set up is behind schedule	Environment needed to support production implementation	Apply aggressive project management approach with DTS team to complete implementation by 6/30/09

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9. Are there any staffing problems?	No			
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Look Ahead View

Questions	Yes/No	Impact	Action Required
1. Will upcoming critical path milestones or deliverables be delayed?	Yes	Potential impact to initial go-live date.	Assess impact to delaying the go-live date by 2-3 weeks and discuss with management.
2. Do any key milestones or deliverables need to be rescheduled?	No		
3. Is there any unplanned work that needs to be done?	No		
4. Are there any expected or recommended changes to scope?	Yes	Integration of CALPADS pre-ID process with Assessment Vendor systems to increase data integrity	Complete cost and schedule analysis and prepare Special Project Report and contract amendment
5. Are there any tasks not originally estimated that will need to be added?	No		
6. Are there any tasks or milestones that should be removed from the plan?	No		
7. Are there any scheduled tasks whose start will likely be delayed?	No		
8. Are any major new issues foreseeable?	Yes	Depending on progress, the UAT schedule may be extended further to ensure complete testing.	Continue to monitor UAT results and defect resolution progress.
9. Are any staffing problems anticipated?	No		

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Current Status and Accomplishments:

*Describe deliverables completed and milestones met during **this reporting period**.*

Conducted User Acceptance Test (UAT) weekly checkpoint meetings with 86 LEAs

Completed UAT training sessions to LEA participants

Delivered SSID, Student Information, and Student Program (on-line and batch) functionality this month

Received draft Training Materials Deliverable

Received draft User Manual, Systems Operating Manual, and Help Desk Manual Deliverables

Received draft Pilot Environment Deliverable

Project Milestones:

List key milestones and their dates from the project schedule.

Milestone	Target Date	Forecast Date	Status	Cause & Impact to Implementation Date	Date Completed
Project Start-up	6/12/08		Completed	Actual project start delayed 15 days and deliverable final approvals required additional time to obtain. No impact to implementation date.	11/7/08
Systems Analysis and Confirmation (Gap Analysis)	5/30/08		Completed	Stakeholder review and confirmation required additional time. No impact to implementation date.	8/29/08

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Systems Design	5/27/09	6/30/09	In progress	Stage 1 functions design is complete. SPR will be developed to reflect adjustments in milestone approach and schedule. No impact to implementation date.	
Data Conversion Software Development	1/16/09	7/30/09	In progress	Stage 1 data converted. SPR will be developed to reflect adjustments in milestone approach and schedule. No impact to implementation date.	
Systems Development	1/12/09	7/28/09	In progress	Development progress aligns with Implementation stage approach. SPR will be developed to reflect adjustments in milestone approach and schedule. No impact to implementation date.	
Systems and Integration Testing	2/18/09	10/9/09	In progress	Being conducted in two phases in line with implementation stages. SPR will be developed to reflect adjustments in milestone approach and schedule. No impact to implementation date.	

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Pilot User Acceptance Testing (UAT)	7/31/09	12/3/09	In progress	UAT divided into 2 phases in line with implementation stages. SPR will be developed to reflect adjustments in milestone approach and schedule. No impact to implementation date.	
Implementation – Stage 1	6/29/09	12/21/09	Not started	No impact	
Stage 1 Production Implementation	8/3/09	12/21/09	Not started	No impact	
Implementation – Stage 2	12/21/09	6/30/10	Not started	Early design results determined end of year data submissions must be implemented beyond current contract end date. SPR will be developed to reflect adjustments in milestone approach and schedule.	
Stage 2 Production Implementation	2/26/10	6/30/10	Not started	No impact	

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Variances

Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule		X		SPR will be developed to reflect adjustments in milestone approach and schedules
Milestones		X		SPR will be developed to reflect adjustments in milestone approach and schedules
Deliverables		X		Continue focus to complete open deliverables and obtain stakeholder approvals.
Resources	X			
OneTime Cost	X			
Continuing Cost	X			

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Status Reports – Sponsor to Steering Committee

Summary Milestones and Highlights

Project Milestones:

List key milestones and their dates from the project schedule. Explain in issues section if a milestone's status is behind.

Milestone	Target Date	Forecast Date	Status	If Delayed, Impact to Implementation Date	Date Completed
Project Start-up	6/12/08		Completed	Actual project start delayed 15 days and deliverable final approvals required	11/7/08
Systems Analysis and Confirmation (Gap Analysis)	5/30/08		Completed	Stakeholder review and confirmation required additional time. No impact to implementation date.	8/29/08
Systems Design	5/27/09	6/30/09	In progress	Stage 1 functions design is complete. SPR will be developed to reflect adjustments in milestone approach and schedule. No impact to implementation date.	
Data Conversion Software Development	1/16/09	7/30/09	In progress	Stage 1 data converted. SPR will be developed to reflect adjustments in milestone approach and schedule. No impact to implementation date.	

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Systems Development	1/12/09	7/28/09	In progress	Development progress aligns with Implementation stage approach. SPR will be developed to reflect adjustments in milestone approach and schedule. No impact to implementation	
Systems and Integration Testing	2/18/09	10/9/09	In progress	Being conducted in two phases in line with implementation stages. SPR will be developed to reflect adjustments in milestone approach and schedule. No impact to	
Pilot User Acceptance Testing (UAT)	7/31/09	12/3/09	In progress	UAT divided into 2 phases in line with implementation stages. SPR will be developed to reflect adjustments in milestone approach and schedule. No impact to implementation	
Implementation – Stage 1	6/29/09	12/21/09	Not started	No impact	
Stage 1 Production Implementation	8/3/09	12/21/09	Not started	No impact	
Implementation – Stage 2	12/21/09	6/30/10	Not started	Early design results determined end of year data	
Stage 2 Production Implementation	2/26/10	6/30/10	Not started	No impact	

Variances

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	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule		X		SPR will be developed to reflect adjustments in milestone approach and schedules
Milestones		X		SPR will be developed to reflect adjustments in milestone approach and schedules
Deliverables		X		Continue focus to complete open deliverables and obtain stakeholder approvals.
Resources	X			
One Time Cost	X			
Continuing Cost	X			

Monitoring Vital Signs Scorecard

Vital Sign	Variance	Value	Your Score
1. Customer Buy-In	High Degree of Buy-In	0	0
	Medium Degree of Buy-In	1	
	Low Degree of Buy-In	2	
2. Technology Viability	Strong Viability	0	0
	Medium Viability	1	
	Weak Viability	2	
3. Status of the Critical Path (delay)	<5%	0	0
	5% to 10%	1	
	>10%	2	
4. Cost-to-Date vs. Estimated Cost-to-Date (higher)	<5%	0	0
	5% to 10%	1	

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5. High-Probability, High-Impact Risks	>10%	2	0
	0 to 3	0	
	4 to 6	1	
	>6	2	
6. Unresolved Issues (on time resolution)	On time	0	0
	Late with no impact	1	
	Late impacting the critical path	2	
7. Sponsorship Commitment	Fully engaged	0	0
	Partially engaged	1	
	Inadequate engagement	2	
8. Strategy Alignment	Strong alignment	0	0
	Partial alignment	1	
	Weak or no alignment	2	
9. Value-to-Business	Strong	0	0
	Medium	1	
	Weak	2	
10. Vendor Viability (provide rationale for the rating in the field following the scorecard)	Strong	0	0
	Medium	1	
	Weak	2	
11. Milestone Hit Rate (rate of achievement as planned)	>90% on time	0	2
	80-90% on time	1	
	<80% on time	2	
12. Deliverable Hit Rate (rate of production as planned)	>90% on time	0	2
	80-90% on time	1	
	<80% on time	2	
13. Actual vs. Planned Resources	>90% assigned and available	0	0
	80-90% assigned and available	1	

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	<80% assigned and available	2	
14. Overtime Utilization (% of effort that is overtime)	<15%	0	0
	15-25%	1	
	>25%	2	
15. Team Effectiveness	Highly Effective	0	0
	Moderately Effective	1	
	Ineffective	2	
Total			4

Green = 0 - 8

Yellow = 9 - 19

Red = 20+

Vendor Viability Rating Rationale

Company size, team size, senior management commitment, staff experience level, and depth of resources available to the project.